



APR 25 2019

Ms. Beryl Lipton
MuckRock News
DEPT MR 70821
411A Highland Ave.
Somerville, MA 02144-2516

Dear Ms. Lipton:

As Disclosure Officer for the Bureau of Labor Statistics (BLS), I am responding to your March 25, 2019, Freedom of Information Act (FOIA) request (FOIA ID No. F875982). Your request was assigned to individual Department of Labor (DOL) agency components for reply and was received in the BLS Disclosure Office on March 27, 2019. I am responding for the BLS only.

You requested the following records:

The following materials related to the funding, staffing, and activities of this FOIA office:

1. *Budget materials*
 - *For the years 2017, 2018, and 2019, all budget materials or plans applicable to offices responsible for processing and response to FOIA requests and appeals submitted to this Bureau and its offices.*
2. *Staffing orders/reports/contacts*
 - *For the years 2017 and 2018, staffing reports and plans, including the count of employee numbers and for offices responsible for processing and responses to FOIA requests and appeals submitted to this Bureau and its offices.*
 - *If this report is available in a form that includes the total number of hours worked for FOIA personnel, that version would be preferred.*
 - *If reports are available for each month, that version is preferred.*
 - *According to this agency's "About Us" website (<https://www.doi.gov/foia/About-Us>): "The Department has decentralized its FOIA operations among 13 bureaus and offices, each of which has a Bureau/Office FOIA Officer leading its separately managed and resourced FOIA Program. Secretarial Order 3244 (November 12, 2002) anchored Bureau/Office FOIA Offices within their respective CIOs' Offices. That order was superseded by Secretarial Order 3309 (December 14, 2010), which replaced Bureau/Office CIOs with Assistant Directors for Information Resources and initiated a series of significant ongoing organizational changes as part of the Department's IT Transformation. Bureau/office FOIA Officers*

are responsible for tracking, managing and responding to FOIA requests for records in their organization's possession and control, and administering their organization's FOIA programs. In addition to Bureau/Office FOIA Officers, some bureaus/offices also have Regional FOIA Coordinators and Field Offices that process requests. Some bureaus/offices have their program offices (i.e., the offices whose records are the subject of the requests) prepare the responses to FOIA requests. These responses are reviewed by the FOIA Officer or Regional FOIA Coordinator and the appropriate FOIA attorney (when the decision is to withhold information, make a discretionary release, or deny a fee waiver). ”

- *All staffing reports and plans for the year 2019.*
 - *If reports are available for each month, such a version is preferred.*
- *Contact information, including email addresses and phone numbers (if available), for each FOIA officer currently tasked with an open public records request.*

3. *FOIA requester categories*

- *For the years 2017 and 2018, the designated category of each requester of a FOIA request to this office, including those assigned to the following categories:*
 - * *commercial;*
 - * *educational and noncommercial scientific institutions;*
 - * *representative of news media requester;*
 - * *all other requesters.*
 - *If this information is kept in an aggregate form including the number of requesters by fee category by year, a copy of this report will suffice to fulfill this element of the request.*

4. *FOIA fee waivers*

- *For the years 2017 and 2018, the number of fee waivers granted by this office and, if available, the tracking numbers for the FOIA requests to which waivers were granted.*

5. *FOIA fee collection*

- *For the years 2017 and 2018, any report capturing the following information:*
 - * *total estimated processing and copy fees quoted to FOIA requesters.*
 - * *total processing and copy fees collected by this Bureau from each fee category.*
 - *If this information is kept in an aggregate form, such as a FOIA log, that material would be sufficient to satisfy the bullet points “FOIA requester categories” and “FOIA fee collection” if it captures the following information:*
 - * *FOIA tracking number;*
 - * *requester fee category;*
 - * *amount processing and copy fees associated with the request;*
 - * *the status of the requester’s payment for the request.*

In response to item 1, the BLS Office of Administration is responsible for processing and responding to FOIA requests on behalf of the BLS. The “Executive Direction and Staff

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Services" sections of the annual Congressional Budget Justification for BLS include budget information for the BLS Office of Administration in the section titled, "Administration." You may find the respective records for each year on the DOL website:

- 2017, page 69: <https://www.dol.gov/sites/dolgov/files/legacy-files/documents/general/budget/CBJ-2017-V3-01.pdf>.
- 2018, page 61: <https://www.dol.gov/sites/dolgov/files/legacy-files/CBJ-2018-V3-01.pdf>.
- 2019, page 61: <https://www.dol.gov/sites/dolgov/files/general/budget/2019/CBJ-2019-V3-01.pdf>.

In response to the first and second full bullets of item 2, we did not locate any BLS records of staffing reports or plans as BLS does not have any employees solely dedicated to FOIA duties. FOIA responsibilities within the BLS are collateral duties among certain staff who perform FOIA-related functions some of the time.

In response to the third full bullet of item 2, while BLS has no employees solely dedicated to performing FOIA duties or tasked with responding to open public records requests, FOIA requesters may contact the BLS FOIA Service Center (BLS FOIA Disclosure Office) at (202) 691-7628 or via email at BLSFOIAServiceCenter@bls.gov, as noted on the BLS public website (<https://www.bls.gov/blsfoia.htm>). As an additional resource, Department of Labor (DOL) FOIA contact information is included on the DOL FOIA contacts webpage (<https://www.dol.gov/dol/foia/FOIA-Contacts.htm>) as well as in the DOL Annual FOIA reports (<https://www.dol.gov/sol/foia/reports.htm>).

In response to item 3, enclosed is a CD with an Excel spreadsheet report of the requester categories entered for each request assigned to BLS in the years 2017 and 2018.

In response to item 4, BLS granted one request for a fee waiver in 2017 and 11 requests for fee waivers in 2018. BLS does not have any records that include the tracking numbers of these requests.

In response to item 5, BLS conducted a search of the appropriate files and did not locate any responsive records.

I believe I have been responsive to your request. If you need further assistance or would like to discuss any aspect of your request, please do not hesitate to contact the BLS FOIA Disclosure Office on 202-691-7628 or by email at BLSFOIAServiceCenter@bls.gov. Alternatively, you may wish to contact the DOL FOIA Public Liaison, Thomas Hicks, on 202-693-5427 or by email at Hicks.Thomas@dol.gov.

If you are not satisfied with the response to this request, under the FOIA, you have the right to appeal this response to the Solicitor of Labor. Your appeal must be received by the Solicitor of Labor within 90 calendar days from the date of this letter. Address your appeal to the following office: Solicitor of Labor, Division of Management and Administrative Legal Services, Room N-2420, U.S. Department of Labor, 200 Constitution Avenue, NW,

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Washington, D.C. 20210. Your appeal may also be sent by email to FOIAAppeal@dol.gov. Appeals submitted to any other address will not be accepted. Your appeal must state in writing the grounds for the appeal. It should also include a copy of the original request, the response to your request, and any supporting statement or arguments. The appeal letter, the envelope, and the email subject line, should be clearly marked "Freedom of Information Act Appeal."

Sincerely,



NANCY RUIZ DE GAMBOA
Associate Commissioner
for Administration

Enclosure